Dear Maam/Sir,

Greetings!

I am writing this in reference to the career opportunity posted online and your website.

This letter indicates my interest in joining your company as a Civil Engineer.

I resigned from my previous job with the reason of personal development and professional competence. My expected salary is 6,000AED plus food and transportation allowances. If my qualifications have passed your criteria, I can start immediately as soon as notice is given.

I accompanied this letter with my curriculum vitae and my certificatesfor your review. As you will see from my curriculum vitae, I recently had work experiences in the field of civil engineering, in industry. I believe that my previous experience as a project/site engineer, gives me an advantage to be a part of your company. I can proficiently and effectively work with Autodesk AutoCAD, Google Sketch Up, GRASP and ACECOM GEAR 2003, and Microsoft Office applications.

I look forward to having an opportunity to meet you, so I can personally discuss with you what contribution I can make for your company. I may be reached on the telephone numbers provided in my curriculum vitae or through my e-mail address.

Thank you for your consideration and I am genuinely hoping to be a part of your company.

Best regards,



Arvin

Civil Engineer

BSCE, RCE Candidate

Email Address: [Arvin.380260@2freemail.com](mailto:Arvin.380260@2freemail.com)

**ARVIN**

[**arvin.380260@2freemail.com**](mailto:arvin.380260@2freemail.com)

Civil Engineer

Graduate of Bachelor of Science in Civil Engineering program backed up by successful internship experience, knowledge of engineering theories, principles, specification and standards. Knowledge in GRASP and ACECOMS GEAR2003. Proficient user of AutoCAD 2d and Microsoft Office.

**OBJECTIVES**

* To develop and use my skills and knowledge in the field of civil engineering in helping the company be on its maximum growth.
* To take challenging and creative projects.
* To be a competent civil engineer.

**Professional Experience**

Lucky Star Construction and Trading

* **7 Storey OPD Building, Connecting Bridges & Dietary Building**

Jose B. Lingad Memorial Regional Hospital, Dolores, City of San Fernando, Pampanga

Project Engineer

- Oversee and document all aspects of work.

- Making timetables for the project.

- Determining the materials to be used.

- Negotiating with the subcontractors, workers, owner and end-user.

- Scheduling of works and targets on site.

- Estimation of Materials.

- Assuring the work is according to plans, specifications and standards from foundation to finishing.

September 2017 – January 2018

* **Construction of 8 Storey OPD & Wards Building**

Dr. Paulino J. Garcia Memorial Research & Medical Center, Cabanatuan, Nueva Ecija

Project Engineer

- Liaison to the Project Manager.

- Site Supervision.

- Checking the work according to plans, specifications and standards.

- Estimation of Materials.

January 2017 – August 2017

ARCH. ALAN M. PANGILINAN ARCHITECTURAL CONSULTANT

* on the job trainee

- Estimation of Materials

March 2015 – May 2015

**Education and Credentials**

PROFESSIONAL REGULATORY COMMISSION (PHILIPPINES)

**Civil Engineer Professional License,** November 2016

Ratings: 86.05%

HOLY ANGEL UNIVERSITY, Angeles City, Philippines

**Bachelor of Science in Civil Engineering**, April 2016

**Dean’s Lister,** 1st to 3rd Year (1st Semester), 4th Year and 5th Year (2nd Semester)

**Course Highlights:**

Reinforced Concrete Design of Three Storey Commercial Building with Roof Deck using NSCP 2010.

* Construction Methods and Technology
* Highway and Transportation Engineering
* Hydrology and Water Resources Engineering
* Fluid Mechanics and Hydraulics
* Structural Theories
* Foundation Engineering
* Earthquake Engineering
* Concrete, Steel and Timber Design
* Civil Engineering Project
* Structural Analysis and Dynamics
* Cost Estimating and Surveying
* Soil Mechanics
* Engineering Geology
* Strength of Materials
* Construction Materials
* Construction Project Management

NEW ERA UNIVERSITY, City of San Fernando, Pampanga

**Salutatorian,** March 2011

INFANT JESUS LEARNING CENTER, City of San Fernando, Pampanga

**Special Academic Award,** March 2007

CIVIL SERVICE COMMISSION (PHILIPPINES)

**Career Service Sub Professional Eligibility**, April 2013

**Seminars and trainings**

**1st Philippine Engineering Student Congress**

Quezon City, Philippines

March 08, 2016

**CE Days 2016 Seminar entitled: Continuing Creation**

Angeles City, Philippines

March 03, 2016

**JPICE-LNM NATIONAL SYMPOSIUM ENTITLED GroundZero.PH AWARE. ADAPT. ADVANCE**

Manila, Philippines

January 28, 2016

**9th ANNUAL CE TALK ENTITLED SUBMERGE: DISASTER RISK REDUCTION IN THE PHILIPPINES: THE CASE OF STORM SURGE AND FLOODING**

Quezon City, Philippines

October 04, 2014

I hereby certify that the above information is true and correct.

**ARVIN, CE**